

**Block Island Housing Board
Wednesday, December 5, 2012
Town Hall, Old Town Road
5:00 p.m.**

Present: Cindy Pappas, John Spier, Millie McGinnes, Patty Murphy, Shane Howrigan and Kay McManus. Also present was First Warden Kimberley Gaffett.

Absent: Debbie Howarth

Meeting was called to order at 5:00 p.m.

Approval of minutes October 10, 2012

The open session minutes of October 10, 2012 were approved as written in a motion by Millie McGinnes and seconded by John Spier.

Ayes 5 (Pappas, Spier, McGinnes, Howrigan, McManus) Nays 0 Absent 2 (Murphy, Howarth)

The closed session minutes of October 10, 2012 were approved with changes, moved by Kay McManus, seconded by John Spier.

Ayes 5 (Pappas, Spier, McGinnes, Howrigan, McManus) Nays 0 Absent 2 (Murphy, Howarth)

Patty Murphy was not yet present for the votes.

Public Input

First Warden Kim Gaffett explained that she was scheduling a joint meeting with the Town Council, Planning Board and Housing Board to discuss the proposed Zoning amendment regarding affordable housing. The Housing Board members agreed to meet with the Town Council and Planning Board on January 9, 2013 at 4:00 p.m.

Financial Statements, Tax Collection Update, Bills, Hilbern Survey Bill \$2000

Financial statements were reviewed. It was noted that the tax collection letter for the 2012 tax year was mailed November 1st. To date, \$11,180 has been received, which is slightly ahead of last year.

It was noted that the final \$2,000 payment to Surveyor Hilbern was authorized at the October meeting, pending updates to the plan and the receipt of the CAD file. The updates have been made and the CAD file received, so the bill will be sent to finance for payment.

Jacke Property Outstanding Issues

Ms. Pappas noted that Bain Transue will complete the work on the driveway. Mr. Spier volunteered to discuss with the homeowners the issue of electric metering the water pump. He also volunteered to select an appropriate space-heater to potentially heat the area housing the water pump.

Brown Smith Discussion

The Board scheduled a public meeting for January 12, 2013 at noon to gather input regarding the development of the Brown Smith property.

The following methods were discussed to advertise the meeting:

- Posters around town - Kay McManus will draft and post.
- Block Island Times: article, ad and info on their Facebook page – Shane Howrigan will follow up.
- Postcards to those on the Housing Board's housing list and BIED's housing list.
- Block Island Bulletin Board.

It was noted that the lot would accommodate 4 to 5 houses and should not be used for rental housing, because of its Residential A location. Discussion ensued regarding limiting or forbidding future expansion of the homes.

The following items were suggested for discussion at the public meeting:

- Number of houses
- Size of homes
- Number of bedrooms per home
- Unfinished space
- Potential expansion
- Stand alone or duplex (attached or detached)
- Location of homes – Cluster or larger individual lots
- One parking area or individual drives

GIS maps will be generated for display at the meeting.

John Spier and Kay McManus will work on developing some ideas/best practices for eliciting designs.

Monitoring Agents

Patty Murphy joined the meeting at 6:43.

Ms. Murphy submitted a draft of an application to be a registered monitoring agent through RI Housing. She will email the draft to Cindy Pappas and Millie McGinnes for further review.

Ms. Pappas stated that she will work on a letter to the Jacke Property homeowners reminding them of their obligations under the deed restrictions, which is required annually.

Review Affordable Housing Documents from Town Planner and from Board Member

It was noted that there are new revisions to the proposed Zoning amendment re: affordable housing. The Board members will review the amendments for the January 9th meeting with the Town Council and Planning Board.

Mr. Spier will try to meet with Town Planner Weidman to see how the proposed ordinance would apply to the Brown Smith property.

Discuss and Schedule Public Meeting for January for input on Brown Smith

This item was discussed earlier under Brown Smith Discussion

Annual Meeting Calendar

The next meeting was scheduled for Wednesday, January 9, 2013 at 4:00 p.m.

The annual meeting schedule will be set at the next meeting.

Discussion Board Opening

Earlier in the meeting, First Warden Gaffett explained that the Council will do board appointments in January and Debbie Howarth continues to serve until replaced. She noted that the Council has received one letter of interest to fill Ms. Howarth's seat.

Discussion of Possible Properties for Housing Opportunities

There was nothing to discuss under this item.

At 7:12 p.m. a motion was made by Millie McGinnes and seconded by Kay McManus to adjourn and voted unanimously.

Minutes approved: 1/9/2013

Millie McGinnes